



HOUSING and SUPPORTIVE SERVICE NETWORK

Providing a Continuum of Care for Vulnerable Populations in Washington County

Wednesday, June 6, 2012

8:30 to 10:00 a.m.

Beaverton City Hall - 1st Floor Conference Room
4755 SW Griffith Drive, Beaverton, Oregon 97075

AGENDA

- I. INTRODUCTIONS: 8:30 a.m.**
- II. GUEST SPEAKER: 8:35 a.m.**
 - Ms. Melanie Fletcher, Washington County Department of Housing Services
- Housing Authority Application Process for Project-Based Section 8 Units
- III. APPROVAL OF MEETING MINUTES: 8:50 a.m. Action Item**
- IV. REPORTS AND PROGRAM UPDATES: 8:55 a.m.**
 - Subcommittee Reports
 - Children
 - Youth
 - Homelessness
 - Income Support
 - Oregon Public Health: Coordinated Care Organizations (CCO)
 - Mental Health and Special Needs
 - Permanent Housing
 - Seniors
 - Veterans
 - Strategic Planning and Discharge Workgroup
 - Homeless Management Information System (HMIS)
- V. GENERAL BUSINESS: 9:20 a.m.**
 - HSSN Governance – Election of HSSN Chair Action
 - HSSN Mental Health & Special Needs Subcommittee Chair – Election of Chair Action
 - 10-Year Plan: Adoption of Year 5 Work Plan..... Action
 - 10-Year Plan: Year 4 Homeless Assessment Report, A Summary of Outcomes and Challenges – HMIS data pull scheduled on July 13, 2012
- VI. ANNOUNCEMENTS: 9:45 a.m.**
- VII. ADJOURNMENT: 10:00 a.m.**

Next Meeting:

Wednesday, August 1, 2012 at 8:30 a.m.

*** July 4 Meeting Cancelled ***

Department of Housing Services

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www.co.washington.or.us

Equal Housing Opportunity

Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009, consolidates three of the separate homeless assistance programs administered by HUD under the McKinney-Vento Homeless Assistance Act into a single grant program, and revises the Emergency Shelter Grants program and renames it as the Emergency Solutions Grants (ESG) program.

Published in the Federal Register on December 5, 2011, the regulation for the definition of “homeless,” and the corresponding recordkeeping requirements, for the Emergency Solutions Grants program, the Shelter Plus Care program, and the Supportive Housing Program. This final rule also establishes the regulation for the definition “developmental disability” and the definition and recordkeeping requirements for “homeless individual with a disability” for the Shelter Plus Care program and the Supportive Housing Program.

The HEARTH Act also codifies into law the Continuum of Care planning process, a longstanding part of HUD’s application process to assist homeless persons by providing greater coordination in responding to their needs.

The HEARTH Act required HUD to write six sets of regulations:

1. Definition of Homelessness
2. Emergency Solutions Grant (ESG) Program
3. Consolidated Plan Conforming Amendments
4. Homeless Management Information System (HMIS) Requirements
5. Continuum of Care (CoC) Program [Supportive Housing, Shelter Plus Care, SRO Mod-Rehab programs]
6. Rural Housing Stability Assistance Program (RHSP)

Matrix of Rule Implementation

| HEARTH ACT RULE | INTERIM | FINAL |
|--|---|--------------------|
| Definition of Homelessness <i>- Limitations on FY2011 Supportive Housing and Shelter Plus Care funds on Category 3 of the definition published 1/17/2012; limits other federal definition for programs serving families with children or unaccompanied youth.</i> | Published 12/5/2011 | Effective 1/4/2012 |
| Emergency Solutions Grant (ESG) Program | Interim published 12/5/2011, comment period ends 2/3/2012 | |
| Consolidated Plan Conforming Amendments <i>- Substantial amendments submitted in compliance with 24 CFR part 91 and the recipient’s citizen participation plan no later than May 15, 2012</i> | Interim published 12/5/2011 | |
| Homeless Management Information System (HMIS) | Interim published 12/9/2011, comment period ends 2/7/2012 | |
| Continuum of Care (CoC) Program [Supportive Housing, Shelter Plus Care, and SRO Mod-Rehab programs] | <i>In final stages, est. release mid-May</i> | |
| Rural Housing Stability Assistance Program (RHSP) | <i>In final stages preparing for release</i> | |

For additional information and resources on HEARTH Act, visit the HUD website at www.hudhre.info

HOUSING AND SUPPORTIVE SERVICE NETWORK
Maintaining a Continuum of Care in Washington County

Beaverton City Hall
June 6, 2012, at 8:30 a.m.

Goal: Housing and supportive service agencies working to bring a broad spectrum of organizations together as partners in the community to secure funding and other resources needed in providing a continuum of care for individuals and families who are homeless or with special needs.

ATTENDEES:

Browning, Rose—Good Neighbor Center
Burton, Valerie—Luke-Dorf, Inc.
Chavez-Hernandez, Saul—Community Action
Christoff, Nicole—Luke-Dorf, Inc.
Daniel, Bridget—HomePlate
Demry, James—Homeless To Work/Bridges to Change
Evans, Annette— Dept. of Housing Services, Wash. Co.
Ferry, Nancy—Bridges to Change
Fletcher, Melanie— Dept. of Housing Services, Wash. Co.
Freeman, Barbara—Wash. Co Reentry & Mental Health
Galian, Katherine—Community Action
Gandy, Annette—LifeWorks NW
Heart, Annie—Family Bridge/Interfaith Hospitality Network
James, Karen—Wash. Co Reentry & Mental Health
Knapp, Mona—Luke-Dorf, Inc.
Kruse, Alexis—Sequoia Mental Health Services, Inc.
Nelson, Andrea—City of Beaverton
Peltz, Leslie—CODA, Inc.
Perkowski, Kaja – Open Door Counseling Center

Robinson, Jamie—Housing Independence
Rochelle, Reed—Boys and Girls Aid
Rogers, Patrick—Community Action
Schwab, Jack—Good Neighbor Center
Seaton, William—Salvation Army Veterans & Family Center
Sechrist, Lauren—Community Development, Wash. Co.
Skryha, Vicki—US Department of HUD
Smith, Gary—VA Medical Center
Stepp, Nathan—HomePlate
Sweet, Helene—Sonrise Church
Teifel, Gordon—Families for Independent Living/DEAR
Toevs, Jeremy—Open Door Counseling Center
Tovar, Laura—Oregon Food Bank
Turk, Nicki—Cascade AIDS Project
Valdes, Theresa—Dept. of Human Services, Oregon State
Watson, Rob—St. Francis Church
Wauters, Alana—LifeWorks NW
Werner, Judy—Lutheran Community Services NW
Wilson, Shannon—CPAH

I. INTRODUCTIONS

II. GUEST SPEAKERS

Housing Authority Application Process for Project-Based Section 8 Units

Ms. Melanie Fletcher Melanie.Fletcher@co.washington.or.us

An overview of the process to apply for project-based Section 8 units was provided, with a copy of the presentation attached to these minutes.

III. DEBRIEF OF MEETING MINUTES

Motion: Approve minutes for May 2, 2012 meeting

Action: Gordon Teifel

Second: Annie Heart

Vote: Approved – Unanimous

IV. REPORTS AND PROGRAM UPDATES

Children: Alice Beggs abeggs@fgsd.k12.or.us

Next meeting: TBD No update

Youth: Vera Stoullil vstoullil@boysandgirlsaid.org

Next meeting: June 8, 2012, at 10:30a.m., in Room 225 of the Public Services Building in Hillsboro. The May meeting included a discussion of employment for youth with WorkSystems, Inc. The June meeting will cover resources for youth.

Homelessness: Pat Rogers progers@caowash.org

Next meeting: Monday, June 18, 2012 at 9:00a.m., VAN Office at 3700 Murray Blvd. The subcommittee has formed an ad-hoc committee to assess current practices and communications on HMIS data collected. The committee will work to develop HMIS data collection standards, and is considering moving waitlist information entirely to HMIS to better track length of homelessness from first contact. Consolidating waitlist data and information may allow consistent paperwork for clients throughout the shelter process and reduce trauma to clients who currently have to tell their story over and over.

Income Support: Ken Dodge kdodge@pcc.edu

Next meeting: TBD

The subcommittee has joined with the VAN Workforce Development Workgroup, and has not met since its last report.

Oregon Public Health CCO

HSSN received a county Q&A, and more will be sent out as it becomes available. The current target date for implementation is August 1.

Mental Health & Special Needs (MHSN): Annette Gandy

Next meeting: TBD. The new subcommittee chair will be elected at the June meeting.

Permanent Housing: Andrea Nelson anelson@ci.beaverton.or.us

Next meeting: Thursday, June 7, at 8:30 a.m., Beaverton City Hall

TVF&R presented information about their fire safety education classes for multifamily property managers at the May meeting. The group also discussed property tax exemption for non-profit housing. TVF&R and the Hillsboro School District have approved a 3-year pilot program—but the City of Hillsboro has not yet approved the program. Some jurisdictions want to see cost of homelessness study before moving forward with local approvals for the exemption. The City of Tigard is currently the only city in Washington County with an active tax exemption program.

Seniors: Julie Webber Julie_Webber@co.washington.or.us

No update provided.

Veterans: Gary Smith gary.smith10@va.gov

There will be a Memorial Day celebration at the Washington County Fair Complex. The subcommittee is continuing to work on veteran outreach. The new homeless Broadway Recovery Center in downtown Portland is open. Homeless veterans can receive walk-in services. The Salvation Army Veterans and Family Center remains full, and is referring persons to other services. Families seeking referrals for the HUD-VASH program or housing units at The Knoll can receive referrals through the CBOC or the Broadway Recovery Center.

Strategic Planning and Discharge Work Group: Judy Werner jwerner@lcsnw.org

Next meeting: Friday, June 9, at 9:00 a.m. at Housing Services Conference Room

The subcommittee is working to create a centralized, coordinated access point for homeless services in the Washington County CoC. Some agencies need to be HIPAA compliant, which

presents a challenge in a centralized model. Mental health agencies also have data-sharing challenges. Interested participants are welcome. The subcommittee meets every other month.

HMIS: *Melanie Fletcher* Melanie_fletcher@co.washington.or.us

The will be an HMIS update coming June 25, 2012. Please plan to participate in a Webex training session (starting June 11) for the new update. Training participants need a computer and phone. Data quality reports will resume within next 2 weeks. Providers with questions or concerns should contact Melanie at 503-846-4773 for training and assistance.

V. **NEW BUSINESS**

HSSN Governance: Election of HSSN Chair

The HSSN Chair and Co-Chair positions are one of ways the Continuum demonstrates the partnership between government and nonprofit agencies. The HSSN Chair position, representing the government agencies, is scheduled to expire in June 2012. The new Chair will be elected to serve July 1, 2012-June 30, 2014.

Motion: Elect Annette Evans as HSSN Chair, with a term running from July 1, 2012-June 30, 2014.

Action: Andrea Nelson

Second: Jeremy Toevs

Vote: Approved – Unanimous

HSSN Mental Health and Special Needs Subcommittee Chair

A nomination was made by Chance Wooley to appoint Valerie Burton as Chair of the Mental Health and Special Needs Subcommittee.

Motion: Elect Valerie Burton as Mental Health and Special Needs Subcommittee Chair.

Action: Gordon Tiefel

Second: Bridget Daniels

Vote: Approved – Unanimous

10-Year Plan: Adoption of 5 Year Work Plan (July 2012 to June 2013)

Annette Evans presented the Year 5 Work Plan. The Work Plan is the HSSN's working document on implementing strategies in support of the goals identified in *A Road Home: 10-Year Plan To End Homelessness in Washington County*. The annual Work Plan provides opportunities to the 10-Year Plan to include new initiatives and to track progress against these initiatives. It will be incorporated into other plan documents, such as the Washington County Consolidated Plan, the CDBG and HOME RFP process, and is available on the Department of Housing Service's website.

After some discussion, the proposed Year 5 Work Plan was amended to include a strategy to identify and remove barriers in the application process for persons with a criminal history/re-entering after incarceration. The Homeless Subcommittee will take the lead on this strategy.

Motion: Approve the Year 5 Work Plan as amended in support of the 10-Year Plan to End Homelessness.

Action: Gordon Teifel

Second: Jeremy Toevs

Vote: Approved – Unanimous

10-Year Plan: Year 4 Homeless Assessment Report Summary

Data for the Year 4 Homeless Assessment Report will be pulled from HMIS on July 13, 2012.

Agencies need to have all data for clients served through June 30th entered into the HMIS system by July 13. Please ensure data quality for each of your programs. Melanie Fletcher will provide data quality reports to agencies before the data pull to ensure all clients are counted accurately.

VI. ANNOUNCEMENTS

- Lauren Sechrist announced the Office of Community Development will host Fair Housing training workshops today (immediately following HSSN) and tomorrow (following HAG).
- Karen James informed the group that the Washington County Reentry and Mental Health Action Team meet at 6:30pm on the 3rd Tuesday of every month.
- Andrea Nelson stated that there are still 20 spaces available in the landlord workshop on Monday, June 11, at the Beaverton Library.
- City of Beaverton funding for social services is on the June 19 City Council agenda.
- Vicki Skryha will be at the June 8 HSSN Workgroup meeting to discuss HEARTH Act.
- The Salvation Army will be holding a Veterans Cruise-In/Beaverton fundraiser from 9am-2pm at the Valley Catholic Church. Proceeds will go to Salvation Army veterans programs in Beaverton.
- Theresa Valdes reported that the Tigard Office for the Oregon Department of Human Services (OR-DHS) implemented a systems change to allow walk-in clients to be seen right away. The Field Offices now uses a rapid process, and can get some benefits processed the same day. The Hillsboro Office implemented this system two weeks ago, and Beaverton transitioned Monday. OR-DHS plans to implement these process changes statewide.
- Laura Tovar announced that the Waterfront Blues Festival to raise funds targeted to hunger relief in Oregon will be held July 4-8 (\$10 donation). <http://www.waterfrontbluesfest.com/>
- Rochelle Reed is new to Boys and Girls Aid Transitional Living Program, coming from SafePlace.
- Valerie Burton reported that the Mental Health/Special Needs subcommittee will reinstate meetings soon. Contact Valerie to join the subcommittee and/or suggest a meeting location.
- Bridget Daniel announced a FarmPlate benefit for HomePlate on July 21. Tickets are available online at <http://www.homeplateyouth.org/farmplate>.
- Rob Watson from St. Francis Church in Sherwood reported that the church is considering opening an overnight Severe Weather Shelter, possibly this winter.
- Leslie Peltz reported a second Stepping Stone supported housing program for woman in recovery is scheduled to open in August. The program will begin accepting applications in July. A notice will go out to the HSSN.
- Alexis Kruse will be attending HSSN meetings on behalf of Sequoia Mental Health Services Inc.
- Annie Heart reported that the FamilyBridge Shelter is seeking volunteers. A volunteer orientation will be held on June 21.
- The Good Neighbor Center will hold an In Other Words fundraiser at the Broadway Rose Theater on Saturday, June 9.
- Annette Evans will send out a flyer with new HUD homeless definitions to project sponsors soon. The flyers were designed to explain the criteria for HUD-funded programs and who programs can serve with those funds.

VII. ADJOURNMENT

The meeting adjourned at 9:54 a.m.

The July HSSN meeting is **cancelled**. The next HSSN meeting is Wednesday, August 1 at 8:30 a.m.

To be added to the HSSN email list, contact Annette Evans at Annette_Evans@co.washington.or.us

The waiting lists are closed!

...What can our clients apply for?



Department of Housing Services
www.co.washington.or.us/housing



Important Reminders

- Current applicants need to keep their information up-to-date
 - Unable to reapply if removed for non-response or bad mailing address.
 - Existing households can leave the programs at any time – a closed list does not mean applicants do not move up!
 - New programs may mean new opportunities for applicants already on the list.



Shelter Plus Care

- SPC applications are still accepted.
 - Many existing SPC households are already on the Voucher/Public Housing lists. This means SPC spots can open at any time.
 - Although the wait time is difficult to estimate, it is better to have an applicant's name on the list now so they may get assistance later.
 - Please continue to refer appropriate clients.



Project-Based Vouchers (PBV)

- Partnership between PHA and service providers.
- Residents pay rent based on income (30%).
- Sites offer supportive services to foster independent living.
- Waiting list preference given to applicants with a need for the service(s) offered at each site.



Tom Brewer House

- Service Provider: LifeWorks NW
- Drug-free housing.
- Located in Beaverton.
- Single Room Occupancy (SRO), studio and 1 bedroom units available.
- Preference for applicants with a need for mental health and substance abuse services.



PLUSS Apartments

- Service Provider: Luke-Dorf
- Located in Tigard.
- Single Room Occupancy (SRO) units.
- Preference for applicants with a need for mental health services.



The Knoll

- Owner: Community Partners for Affordable Housing (CPAH)
- Service Provider: Veterans Administration.
- Located in Tigard.
- 1 bedroom units.
- Chronically homeless individuals.
- Preference for Veterans who would benefit from Veterans Services.



How to Apply for PBV

- Application available online.
 - Can type/fill out on the computer and print, or can print and write in.
 - Legal size form, acceptable on letter size paper.
 - Make sure client completes all pages and signs the application.
 - Incomplete applications are not accepted.



When corresponding with the Department of Housing Services

- Keep copies!
 - Front desk will provide date-stamped copy of application for no charge.
 - If sending application by mail, keep a copy and get a receipt/proof of mailing.
 - If sending by fax (not recommended), keep copy of fax confirmation showing it was successful.
 - Best Practice: keep copies of application and ***all correspondence*** sent to, and received from, the Department.



Questions?



Department of Housing Services
www.co.washington.or.us/housing

